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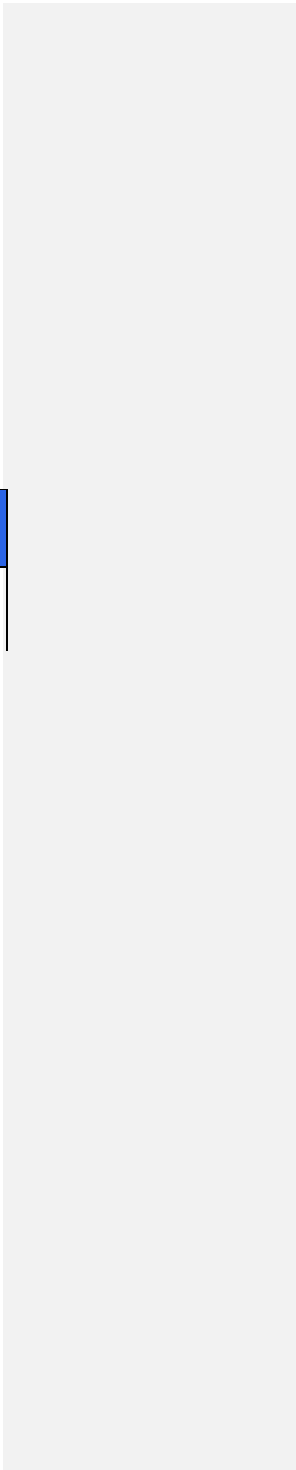
Regular Board Meeting – Zoom
2pm

Minutes

Date:



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UNIVERSITY LIBRARY BOARD
2022-2023

Regular Board Meeting – Hybrid, 2nd floor King Library Classroom 213
2pm

Date: May 1, 2023

Minutes

Present: Maureen Smith, Jihyun Lee, Christina Mune (library dean designee), Priya Raman, Nicole Dubus, Indumathi Jeyachandran, Adriana Poo, Michael Aguilar, Elizabeth Mullen, Carli Lowe, Gema Vinuales, Jill Strykowski, Katharine Olson, Deborah Hicks

Absent: Dillon Gadoury, Aayush Srivastava, Aman Nemani, Mike Meth, Anne Marie Engelsen, Christine Holmes

Prepared by: Sylvia Ruiz

TOPIC	DISCUSSION	OUTCOME	FOLLOW UP (Who/When)
Approval of Minutes	Minutes from April 10, 2023 were approved on the doc.	Informational	

Survey participation
and next steps

UNIVERSITY LIBRARY BOARD
2022-2023

Regular Board Meeting – Zoom
2pm

Date: April 3, 2023

Minutes

Present: Maureen Smith, Jihyun Lee, Mike Meth, Priya Raman, Nicole Dubus, Anne Marie Engelsen, Indumathi Jeyachandran, Adriana Poo, Michael Aguilar, Elizabeth Mullen, Aayush Srivastava, Deborah Hicks, Carli Lowe, Christina Mune (guest), Amy Kautzman (guest)

Absent: Aman Nemani, Dillon Gadoury, Gema Vinuales, Christine Holmes, Jill Strykowski, Katharine Olson

Prepared by: Sylvia Ruiz

TOPIC	DISCUSSION	
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UNIVERSITY LIBRARY BOARD
2022-2023

Regular Board Meeting – Zoom
2pm

Date: March 13, 2023

Minutes

Present: Maureen Smith, Jihyun Lee, Mike Meth, Christine Holmes, Priya Raman, Nicole Dubus, Emily Chan (guest), Anne Marie Engelsen, Indumathi Jeyachandran, Adriana Poo, Michael Aguilar, Elizabeth Mullen, Dillon Gadoury, Aayush Srivastava, Jill Strykowski, Deborah Hicks, Christina Mune (guest), Katharine Olson

Absent: Carli Lowe, Aman Nemani, Gema Vinuales

Prepared by: Sylvia Ruiz

TOPIC	DISCUSSION	OUTCOME	FOLLOW UP (Who/When)
Approval of Minutes	Minutes from March 6, 2023 were approved on the doc and members present Gadoury, Olson, and Raman approved in-person without objection during the meeting.	Informational	
Survey research project	Next steps are to complete IRB documentation for submission and continue to build the Qualtrics surveys.	Discussion	IRB application submitted and approval shared via email on 3/22/23 with ULB.
Library program plan updates	As Emily reviewed the faculty/staff		

Next Meeting	Next meeting is scheduled for April 3, 2023 at 2pm		
Meeting Adjourned	3:17 PM		

			volunteered to build the undergraduate survey. Jihyun and Maureen are building the faculty survey.
Upcoming Events and Announcements	Library events and workshops https://library.sjsu.edu/events		
Next Meeting	Next meeting is scheduled for March 13, 2023 at 2pm		
Meeting Adjourned	3:42 PM		

	<p>Engage in future conversations with the library to explore better space utilization, including ideas to decrease the collection size or move low-usage items to an off-campus storage facility or automatic retrieval system. Start a review of S15-10, University Policy with a goal to update it.</p> <p>There was recognition of the challenge that community needs are also evolving since the original operating agreement.</p> <p>Mike will meet with the ULB chairs to discuss the upcoming report.</p>		and Jihyun
Survey research project	<p>Maureen reported that she will add a few additional questions to the undergraduate graduate section of the survey outline to reflect general items that stemmed from the library focus groups held in Nov 2022.</p>		Graduate and undergraduate subgroup review new questions when available
Upcoming Events and Announcements	<p>Library events and workshops https://library.sjsu.edu/events</p>		
Next Meeting	<p>Next meeting is scheduled for March 6, 2023 at 2pm</p> <p>Library guest speakers are scheduled to discuss ChatGPT and AI at the March 6th meeting.</p>		
Meeting Adjourned	3:00 PM		

UNIVERSITY LIBRARY BOARD
2022-2023

Regular Board Meeting – Zoom
2pm

Date: Jan 30, 2023

Minutes

Present: Maureen Smith, Jihyun Lee, Mike Meth, Christine Holmes, Jill Strykowski, Priya Raman, Nicole Dubus, Michael Aguilar, Deborah Hicks, Katharine Olson, Emily Chan (guest), Anne Marie Engelsen, Indumathi Jeyachandran, Adriana Poo, Gema Vinuales, Dillon Gadoury, Aayush Srivastava

Absent: Carli Lowe, Aman Nemani

Prepared by: Sylvia Ruiz

UNIVERSITY LIBRARY BOARD
2022-2023

Regular Board Meeting – Zoom
2pm

Date: Nov 28, 2022

Minutes

Present: Maureen Smith, Jihyun Lee, Mike Meth, Christine Holmes, Jill Strykowski, Priya Raman, Nicole Dubus, Luis Aquino (A.S. designee), Michael Aguilar, Deborah Hicks, Katharine Olson, Emily Chan (guest), Christina Mune (guest)

Absent: Anne Marie Engelsen, Carli Lowe, Indumathi Jeyachandran, Adriana Poo, Gema Vinuales,

Prepared by: Sylvia Ruiz

TOPIC	DISCUSSION	OUTCOME	FOLLOW UP (Who/When)
Welcome & Minutes last meeting	Minutes from Nov 14, 2022 were approved. New student members, Aman Nemani and Aayush Srivastava, will be welcomed at the next meeting if they are present	Informational	
Library Updates	Mike shared the following updates: Two day of giving campaigns on Nov 29th for Library Research Scholars Program (LRSP): tiny.sjsu.edu/givetolrsp and Digital Humanities Center in collaboration with the College of Humanities & the Arts: tiny.sjsu.edu/givetodhc All night study hours during finals will begin Dec 7th and posted on library's website https://library.sjsu.edu/library-hours/library-hours	Informational	
ULB open forum - program plan	Emily Chan and Christina Mune, Associate Deans of the library, facilitated a discussion by asking a series of questions related to the library's program plan.		

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Meeting Adjourned	4:00 PM		
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UNIVERSITY LIBRARY BOARD
2022-2023

**Regular Board Meeting – Zoom
2pm**

Survey research project	Breakout groups were held to continue discussion of the questions in the survey outline . IRB document was reviewed and discussed. It will be submitted in early January.		Maureen and Jihyun will follow-up with graduate group
Next Meeting	Next meeting is scheduled for Nov 28, 2022 at 2pm		
Meeting Adjourned	3:25 PM		

UNIVERSITY LIBRARY BOARD
2022-2023

**Regular Board Meeting – Zoom
2pm**

Minutes **Date:** October 17, 2022

Present: Maureen Smith, Jihyun Lee, Deborah Hicks, Indumathi Jeyachandran, Emily Chan (designee for Mike), Christine Holmes, Jill Strykowski, Adriana Poo, Priya Raman, Nicole Dubus, Anne Marie Engelsen, Carli Lowe, Gema Vinuales, Luis Aquino (A.S. designee), Katharine Olson,

Absent: Dillon Gadoury, Mike Meth, Michael Aguilar

Prepared by: Sylvia Ruiz

TOPIC	DISCUSSION	OUTCOME	FOLLOW UP (Who/When)
Welcome & Minutes last meeting	Minutes from Oct 3, 2022 were approved.	Informational	

UNIVERSITY LIBRARY BOARD
2022-2023

Regular Board Meeting – Zoom
2pm

Date: October 3, 2022

Minutes

Present: Maureen Smith, Jihyun Lee, Deborah Hicks, Indumathi Jeyachandran, Katharine Olson, Michael Aguilar, Mike Meth, Emily Chan (guest), Christine Holmes, Adriana Poo, Priya Raman, Nicole Dubus, Anne Marie Engelsen, Carli Lowe, Gema Vinuales,

Absent: Dillon Gadoury, Jill Strykowski,

Prepared by: Sylvia Ruiz

TOPIC	DISCUSSION	OUTCOME	FOLLOW UP (Who/When)
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	limiting the number of questions, limit the demographic items, and adding an interest box if willing to participate in a future focus group.		
Announcements	View all upcoming library events at https://library.sjsu.edu/events View all current exhibits at https://library.sjsu.edu/exhibits No additional announcements shared		
Next Meeting	Next meeting is Oct 17, 2022 at 2pm.		
Meeting Adjourned	3:55 PM		

	<p>It would be ideal to receive survey results early enough to inform the library program plan. Library's program plan is currently due on Sept 30, but an extension request has been submitted Board members can support the library's program plan by providing feedback on guiding questions for any future audience forums. Board members may also reach out to colleges/dept to encourage attendance and participation to any information-gathering events or avenues..</p>		<p>begin IRB application. It was suggested to also refer to the info on the WASC report</p>
<p>Announcements</p>	<p>Upcoming library events at https://library.sjsu.edu/events No additional announcements shared</p>		

Next Meeting

Next meeting is Oct 3, 2022 at 2pm.
 Calendar invites for [ULB committee dates](#) with zoom details have been sent. Let Sylvia know if it not showing up on your calendar

UNIVERSITY LIBRARY BOARD
2022-2023

**Regular Board Meeting – Zoom
2pm**

Date: August 22, 2022

Minutes

Present: Mike Meth, Maureen Smith, Jihyun Lee, Deborah Hicks, Gema Vinuales, Jill Strykowski, Indumathi Jeyachandran, Katharine Olson, Michael Aguilar, Emily Chan (guest), Christina Mune (guest)

Absent: Anne Marie Engelsen, Carli Lowe, Christine Holmes, Nina Chuang, Priya Raman

Prepared by: Sylvia Ruiz

TOPIC	DISCUSSION	OUTCOME	FOLLOW UP (Who/When)
Welcome and Introductions	Maureen and Jihyun greeted everyone as the ULB co-chairs. Everyone introduced themselves.		

via Zoom.